24 March 2010

Ms Fiona Macrae  
Media Adviser  
Office of the Premier  
1 Treasury Place  
EAST MELBOURNE VIC 3002

Dear Ms Macrae,

Re: Parliamentary Inquiry into Victorian Government decision making, consultation and approval processes

The Legislative Council Standing Committee on Finance and Public Administration invites you to attend a public hearing in the Legislative Council Committee Room, Parliament House, Spring Street, Melbourne at **Tuesday, 6 April 2010** to give evidence in relation to its Inquiry into Victorian Government decision making, consultation and approval processes. Matters expected to be dealt with at the hearing include, but are not limited to:

- the preparation of any media plans, consultation and other involvement in the Windsor Hotel redevelopment planning process; and

- any other related matters referred to in evidence received by this Committee from the Secretary of the Department of Planning and Community Development at a public hearing on 12 March 2010 and related matters raised in recent Parliamentary debates – see web links below:

Could you please reply as to your availability to attend the hearing (at a time to be determined) by contacting me on 9651 8696, or by email: richard.willis@parliament.vic.gov.au, or by correspondence at the above address no later than by 5.00 p.m. on Wednesday, 31 March 2010.

Attached for your information is a copy of Parliament’s ‘Guidelines for the Rights and Responsibilities of Witnesses’. In preparation for the hearing, as outlined in paragraphs 6 and 7 of these guidelines, you are given the opportunity to make a submission in writing prior to giving oral evidence and/or to raise any matters of concern relating to a submission or your evidence. Any such submission should be received no later than 31 March 2010 and will not take the place of any oral evidence. Evidence will be taken on Oath or Affirmation.

Yours sincerely,

RICHARD WILLIS  
SECRETARY  
LEGISLATIVE COUNCIL COMMITTEES